

Minutes of the Veneta Park Board

April 2, 2014

Board Members

Present: Chelsea Coffman, Cathy Coulson-Keegan, Josie Hedenstrom, Susanna Hedenstrom, Penny Lacky, Elmira Louie, Dennis Paronto, and Craig Soderberg

Others: Kay Bork, Community Services Director; Brittany Boothe, City Council Liaison; and Darci Henneman, Assistant City Recorder

Chair Craig Soderberg called the meeting to order at 4:37 p.m.

I. Public Comment
None

II. Introduction and Welcoming of Newly Appointed Member Chelsea Coffman
Chelsea introduced herself. She said she and her husband and two daughters moved to the Crow area in September. She said she is originally from Napa, California and graduated from UC Davis with a degree in viticulture. She's hoping to work part time and she is happy to be on the Park Board and involved in her community.

Introductions were done by everyone in attendance.

1. Park Inventory and Tree Planting (Kay Bork)

The agenda was modified to accommodate Mr. Horowitz's schedule so this item was discussed at the top of the meeting.

Kay introduced Matt Horowitz, the arborist who volunteered to inventory the trees in all City parks. She said Mr. Horowitz approached the City at the same time the Park Board was considering a tree event. She said the Park Board is also the City's Tree Board and in order to qualify as a Tree City USA, an annual tree planting event is required.

Mr. Horowitz said he moved to Veneta about six months ago as a retired arborist from California. He said over his career he was self-employed working for utility companies and nonprofits.

Kay said he approached the City and wanted to voluntarily inventory trees in the City parks system as a tool to monitor tree issues. She said Mr. Horowitz inventoried City Park as a test run. She said the process provided to be more involved than she anticipated but the City will be able to monitor the tree inventory and help with planting trees for special events. It's an evolving process but first staff wanted the Park Board to review the draft inventory to possibly trigger some ideas for the tree board to act on.

Mr. Horowitz reviewed and explained the inventory spreadsheet. He said the inventory was prepared as an excel spreadsheet so it can be rearranged. He said page one is used to locate the tree and page two could be used to identify special tree planting events or commemorative trees. He said the idea is to follow trees and monitor their care and growth.

Kay said as an example in the next phase of the Applegate subdivision, Hayden Homes is intending to not develop around several giant oaks. She said one intent of the inventory is to monitor those trees for years to come. She said currently that kind of information is not well documented.

Mr. Horowitz said trees growing under power lines cannot be removed without permission from the property owner. He said with permission from the Park Board and the City, he will

contact utility companies about these nuisance trees and see about removing them. He said the utility companies may offer financial assistance for tree removal.

In response to a question from Penny, Kay said she will ask Kyle to look into the damaged and possibly dangerous trees in City Park.

In response to a question from Craig, Kay said eventually, a tree inventory will be created for each City park.

Kay asked Mr. Horowitz to add special characteristics to keep track of trees for events or something about a tree that makes it significant - something that makes it stands out.

Cathy said the Oregon Country Fair grounds has some trees that have such importance in their stature and they use something similar.

Craig asked if anyone has an idea or wants a specific tree identified, to please contact himself, Dennis or Kay.

In response to a question from Chelsea, Kay said when Mr. Horowitz no longer volunteers, the data base will be updated by her or Kyle.

Chelsea offered to also keep the data base.

Mr. Horowitz recommended only one person should enter data and the original should be password protected. He said notes can be provided but only one person should be the keeper of the data base. He said he hopes the Park Board will be more involved than in the past and he would like to hold workshops on how to identify hazardous trees, tree restoration, etc.

The board thanked Mr. Horowitz for creating the inventory and being a part of the Park Board.

III. Approve Minutes for March 5, 2014

Dennis motioned to approve the minutes, Cathy seconded, all approved.

IV. Event Planning

2. Earth Day Update (Carol Petty)

Kay said she didn't attend the meeting at the school. She never got a call to attend.

Kay asked Board members if they wanted to publish the Earth Day poster in the Fern Ridge Review at a cost of \$96.

After a brief discussion it was the consensus of the board to not publish the poster.

Dennis made a motioned to not publish the Earth Day poster in the Fern Ridge Review. Cathy seconded, all approved.

Craig brought Chelsea up to speed regarding Earth Day at Veneta Elementary. He said this is the third year the Park Board has coordinated with Veneta Elementary to have the event during the school hours.

Penny said the school organizes a large portion of the event. She said teachers bring their students to the gym where booths are set up. The event focuses on grades Kindergarten through Third grade.

Kay said some of the booths include the Garden Club planting booth, Sanipac does a

recycling demonstration, Zany Zoo brings animals, and Lane Electric Coop has an electrical display as well as a few other booths.

In response to a question from Chelsea, Kay said as far as she knows, neither Crow nor Elmira put on an Earth Day event.

Craig said as a member of the Fern Ridge School District Board of Directors he said it's taken a few years to coordinate events with the school district. He said this is a huge accomplishment.

3. Easter Egg Hunt Update (Dennis Paronto)

Dennis said the subcommittee had a great final meeting before the hunt. He said everyone knows what they have to do. He said large plastic bags will be used to distribute the eggs throughout the field. He said this year eggs will be repurposed and bags will be available to drop the used eggs in. He said Rosie with the Kiwanis will pack and ship the eggs to Operation Christmas Children; an organization in Alaska.

Cathy said she will make a poster to let people know they can leave their eggs to be repurposed.

Dennis said attending the meeting were representatives from Kiwanis, Boy Scouts, the Easter bunny, Grandma Bunny, and Kyle from the City. He said the newsletter is not correct because it read as though the hunt begins at 10:15 but story time starts at 10:15 and hunt is 11:00 to noon. He said all the volunteers will wear bunny ears or lanyards for identification.

Dennis said the information table will also be the first aid station and will include large maps of the hunt area. He suggested if Mr. Horowitz is attending, he could be stationed at the Park Board booth. He said Craig is usually the greeter counter, but since he cannot attend the event, his sons, Drew and Tristan will be the counters. Dennis said Park Board members could volunteer at the sign-in/information table or be story time guard. He said if you're not signed up, you will be an egg hider, egg guard, or a guide.

Kay said she got an email from the adventure scouts asking what they can do to help out.

Dennis asked her to have them contact him. He said the egg stuffing is Saturday the 12th at 10 a.m. at the Community Center and will only take about an hour to stuff all the eggs.

In response to a question from Chelsea, Dennis said the hunt is set up by age groups so the younger children/toddlers have their own zones.

Cathy said there's also a story time and coloring tables. She said tooth brushes, balloons, and books are also given to all the kids.

Craig said the Easter Egg Hunt is the Park Board's signature event and this year marks the 28th year.

Brittany said as the Park Board liaison she provides an update to the Council. She told the Council at the last meeting that she is very excited about having an arborist volunteer to this extent. She said the Easter Egg Hunt is a signature event and the Park Board does a great job on other events as well, but she hasn't seen a lot of direct work in the parks and this is really exciting to have the arborist working in the parks.

Penny said Fern Park gets used a lot.

Cathy explained how the City obtained the new playground equipment at Fern Park. She said a previous Park Board member, Daphene Sampson applied for a grant and the City was able to purchase and install the equipment for about half the price.

Kay said Chris in the public works department has been doing a lot of work at the City Park. She said he did some concrete path work and laid a new area for the swings.

Craig said the financial aspect has been so feeble for the Park Board it's been hard to do a lot of noticeable work.

There was a discussion about having a tour of the parks at the next meeting.

Kay will check with Kyle about a tour of the parks.

Cathy suggested the June or August meeting should be held in a park.

Dennis said he will have sign-up sheets at the egg stuffing for those who want to volunteer for specific jobs or you can sign-up the morning of the event. He's asking volunteers arrive at 9:00 a.m. the day of the hunt and sign in at the information table. He said Marie will be in charge of the information table with two Kiwanis's and most likely by then all the important jobs will be filled.

Craig said if you want a specific job, you can sign up right now.

Cathy said she's almost sure Carol needs more pine cones for the bird feeders. She said there's also a few at the community center.

Chelsea said she has some and Craig said he will get in touch with her to get them to Carol.

Josie confirmed her email address.

In response to a question from Craig, Darci said she would provide the fundraising account balance at the May meeting.

Kay said the City also has a tree fund for events.

Darci confirmed that the Easter Egg Hunt poster will be published in the Fern Ridge Review and she also handed out volunteer release forms to be signed and returned to her.

Craig thanked Kay for taking on the City Staff liaison position to the Park Board.

V. New Business

1. Appointment of Park Board Members:
 - a. Cathy Coulson-Keegan, position 2
 - b. Craig Soderberg, position 3
 - c. Josie Suzanna Hedenstrom, position 8
 - d. Elmira Louie, position 9

Darci said Mayor Larson made the above listed Park Board appointments at the March 24, 2014 City Council meeting.

VI. Next Meeting – May 7, 2014

Penny motioned to adjourn the meeting, Cathy seconded, all approved. The Veneta Park Board adjourned at 5:35 p.m.